

**MARTINSBURG BOROUGH COUNCIL MINUTES  
JANUARY 7, 2019**

The regular meeting of the Martinsburg Borough Council was held on Monday, January 7, 2019 in the municipal building. The meeting started at 7:00 p.m. with prayer by Richard Brantner, Jr. and the Pledge of Allegiance.

**ELECTED OFFICIALS PRESENT:** Mayor Rex L. Hartman, President Connie S. Lamborn, Vice-Pres. Durban D. Metzler, Councilman Edward L. Bennett, Councilman David L. Harker, Councilman P. Robert Dickson and Councilwoman Linda K. Smith (*Doug Smith was excused*)

In addition to the council, present were Manager Rich Brantner, Jr., Borough Secretary/Treasurer Jane Staily, Chief Kerry Hoover, Sgt. Justin Davis, Attorney Chris Jancula of Gieg Law Offices, Ben Hornberger candidate for Blair County Commissioner and Brian Hess of the Morrisons Cove Herald.

**BEN HORNBERGER**, a former Marine Corp Member and is currently running as a candidate for Blair County Commissioner, was present to meet our council. Ben ran unsuccessfully for Congress in 2013 when Bill Shuster’s term was up. His goal was and still is to put service first above all other things and look out for the smaller communities. He commended the borough council for being able to balance their budget when the county has a \$900,000 deficit. He asked for everyone’s support in the primary election on May 21<sup>st</sup>.

*The following council members were appointed to their **COMMISSIONS** as follows:*

SAFETY	-Connie Lamborn
PROPERTY	-Linda Smith
STREETS	-Ed Bennett
FINANCE	-Rob Dickson
WATER/SEWER	-Durban Metzler

The following **STAFF APPOINTMENTS** were made and approved on motions as follows:

Title	Appointee	Motion by:	Seconded by:	Vote:
<b>CHIEF OF POLICE</b>				
<b>POL. DEPT. OPEN RECORDS OFFICER</b>				
<b>FIRE MARSHALL</b>	-Kerry Hoover	<i>motion by Linda Smith, seconded by Ed Bennett, passed unanimously</i>		
<b>POL SERGEANT</b>	-Justin Davis	<i>motion by Durban Metzler, seconded by Rob Dickson, passed unanimously</i>		
<b>SOLICITOR</b>	-Gieg Law Offices LLC	<i>motion by David Harker, seconded by Linda Smith, passed unanimously</i>		
<b>BOROUGH MANAGER</b>				
<b>EMER. MGMT COOR.</b>				
<b>DEPUTY OPEN RECORDS OFFICER</b>				
<b>ZONING OFFICER</b>	-Richard Brantner, Jr.	<i>motion by Rob Dickson, seconded by Durban Metzler, passed unanimously</i>		
<b>BOROUGH SECRETARY</b>				
<b>BOROUGH TREASURER</b>				
<b>CHIEF ADMINISTRATIVE OFFICER OF THE PENSION PLAN</b> ( <i>updated State language for forms</i> )				
<b>OPEN RECORDS OFFICER</b>	-Jane Staily	<i>motion by Linda Smith, seconded by David Harker, passed unanimously</i>		
<b>DEPUTY EMER. MGMT. COORDINATOR</b>				
		<i>-Dustin Russell motion by Rob Dickson, seconded by Linda Smith, passed unanimously</i>		

MARTINSBURG BOROUGH COUNCIL MINUTES  
JANUARY 7, 2019 – PAGE 2

ENGINEER -Stiffler, McGraw & Associates *motion by Durban Metzler, seconded by Ed Bennett, passed unanimously*

ZONING SOLICITOR -Atty. Shawn Sullivan *motion by David Harker, seconded by Linda Smith, passed unanimously*

BUILDING CODE INSPECTORS: -MDIA  
-PMCA *motion by Durban Metzler, seconded by Rob Dickson, passed unanimously*

RECEIVER OF TAXES FOR LST: -Blair County Tax Collection Bureau [*appointed 11/19/18*]

INDEPENDENT AUDITOR for fiscal year ending 12/31/2018 -Ritchey, Ritchey & Koontz [*appointed 12/3/18*]

Appointments to the following **BOARDS** were made and approved on the following motions:

**ZONING HEARING BOARD:**

Alternate 2 Vacancy (3 yr ending 1/2022)

**PLANNING COMMISSION:**

Earl Springer (4 yr ending 1/2023) *motion by Durban Metzler, seconded by Linda Smith, passed unanimously*

**MUNICIPAL AUTHORITY:**

Rodney Weyant (5 yr ending 1/2024) *motion by Durban Metzler, seconded by Rob Dickson, passed unanimously*

Jeffrey Gunnett (5 yr ending 1/2024) *motion by Durban Metzler, seconded by David Harker, passed unanimously*

**VACANCY BOARD:**

Vacancy since Jan 2016

*The following **COMMITTEES** were appointed:*

**PENSION COMMITTEE** -Rich Brantner, Jr., Durban Metzler, Jane Staily  
**EMP. MED. REIMB. COM.** -Rich Brantner, Jr., Doug Smith & Rob Dickson  
**EMPLOYEE BENEFITS & REGS MANUAL** -Rich Brantner, Jr., Jane Staily, Connie Lamborn & Linda Smith  
**REVITALIZATION COMMITTEE** -Rich Brantner, Jr., and Linda Smith  
**RECYCLING COMMITTEE** -Connie Lamborn, Linda Smith, and David Harker  
**COMMUNITY DEVELOPMENT COM.** -Durban Metzler, Rich Brantner, Jr., Linda Smith, Connie Lamborn, Rex Hartman  
**POLICE PERSONNEL REVIEW COMMITTEE**-Rex Hartman, Connie Lamborn, Doug Smith & Durban Metzler  
**COMMITTEE FOR TROOPER LANDON WEAVER MEMORIAL** -Kerry Hoover, Rex Hartman, Rich Brantner, & Rich Brantner, Jr.

Attorney Chris Jancula recommended an **EXECUTIVE SESSION** to discuss Penn Street. The executive session lasted from 7:15-7:45 p.m.

Linda Smith questioned why the **CHRISTMAS DECORATIONS** were taken down so early this year. It was mentioned that the Twelve Days of Christmas actually starts after Christmas. It was suggested that the snowflakes could stay up longer than the pole wreathes like until the end of January. Manager Rich Brantner was taking advantage of the nice weather to get them down before bad weather hit.

It was reported that the **RECYCLING BINS** were overflowing. Burgmeiers was contacted.

*A motion was made by Rob Dickson, seconded by David Harker, approving to maintain the following **DEPOSITORIES** at First National Bank. The motion passed unanimously:*

-GENERAL FUND CHECKING	-GENERAL FUND RESERVE
-PAYROLL FUND	-EQUIPMENT FUND
-RECYCLING FUND	-PENN STREET

*A motion was made by Durban Metzler, seconded by Rob Dickson, approving to maintain the following **DEPOSITORIES** at PLGIT. The motion passed unanimously:*

-BUILDING MAINTENANCE	-HIGHWAY FUND	-REVITALIZATION PROJECCCT
-CHRISTMAS LIGHT FUND	-MEDICAL CARE REIMB PLAN	-POLICE PISTOL RANGE FUND
-VIDEO PRODUCTION FUND		

*The **MINUTES** of the regular meeting of December 3, 2018, were approved on a motion by Rob Dickson, seconded by Linda Smith. The motion passed unanimously.*

The **FINANCIAL AND TREASURER'S REPORTS** were presented for December 2018 as prepared by Treasurer Jane Staily.

*The **LIST OF BILLS** for December 2018 check nos. 9437-9466 in the amount of \$106,597.67 (including a Transfer of \$90,000 to the Reserve Fund) was approved on a motion by Rob Dickson, seconded by David Harker. The motion passed unanimously.*

Chief Kerry Hoover presented the **POLICE REPORT**. Applied for a grant for an additional **AED** (automated electronic defibrillator) so that we have one for each police car. Roaring Spring Borough recently published their fireworks ordinance in the newspaper. A large portion of the ordinance is State law and they added a few restrictions. Chief Hoover would like council to consider adopting something similar. Fireworks in town were out of control on New Year's Eve. Adopting such an ordinance would limit setting fireworks to only a few places in town. *Council on a motion by David Harker, seconded by Rob Dickson, to approve our solicitor to review and revise a **FIREWORKS ORDINANCE** to suit our needs. The motion passed unanimously. A copy will be available for council to review before approving to advertise.*

All of our patrolmen are currently **MOPAC** certified.

Manager Rich Brantner, Jr. reported:

DEC 6: the municipal authority had its rescheduled meeting – the November meeting was cancelled due to a snow storm – the authority board voted on signing the Memorandum of Understanding for a proposed interconnection between Martinsburg and **CURRYVILLE** – the participating parties will be Martinsburg Municipal Authority, North Woodbury Township and Curryville Water Authority – each participating party needs to appoint one representative and one alternate – Jeff Reid is our representative and Jeff Gunnett is our alternate on the Martinsburg Municipal Authority

DEC 11: started painting rooms in the **AMBULANCE BUILDING** – they are done now

DEC 12: attended a LEMC meeting with Dusty at the Blair County 911 Center – the county is currently updating the **EMERGENCY OPERATIONS PLAN** – eventually we will need to adopt the plan

DEC 17: met with the North Woodbury Twp. and Martinsburg Police to check on a **THEFT OF WATER SERVICE** in North Woodbury Township

DEC 28: took down the **CHRISTMAS DECORATIONS**

JAN 1: someone hit the one **SOLAR LAMP** post across from Fox's Pizza and destroyed the light

JAN 2: had a **WATER LEAK** on Hoover Drive

JAN 5: had a **POWER SURGE** at the sewage treatment plant which has been temporarily fixed

Secretary/Treasurer Jane Staily reported that she already conferred on some payroll issues with the new independent auditor **RITCHEY, RITCHEY & KOONTZ** who will be doing the annual 2018 DCED Audit Report this year. New W-4's and Ethics Forms will be needed to be filled out by council as usual.

Manager Rich Brantner, Jr. mentioned that we will be needing to purchase some **NEW SOLAR LIGHT POLES** to replace broken ones. There is almost enough money in the Revitalization Committee Account to purchase two. Eventually we will have to buy replacement batteries for all of the solar light poles as they wear out.

*Council on a motion by Linda Smith, seconded by Rob Dickson approved of the three Proclamations to commend our three outgoing **ELECTED AUDITORS** being replaced by an independent auditor by ordinance. The motion passed unanimously.*

-**LUCINDA R. MECK** 16 YEARS OF SERVICE appointed Nov 2, 2007; term expires Jan 1, 2024;

-**CHRISTINE A. WAGNER** 6 YEARS OF SERVICE appointed Jan 4, 2016; term expires Jan 1, 2022;

-**FREDRICK H. RAINEAR** 10 YEARS OF SERVICE appointed Dec 1, 2009; term expires Jan 1, 2020;

Council members are invited to attend the **MARTINSBURG VOLUNTEER FIRE COMPANY'S BANQUET** on Saturday, February 2, 2019.

The **2018 ANNUAL FIRE REPORT** was included in the council packets this month.

Minutes of the December 10, 2018 meeting of the **MARTINSBURG VOLUNTEER FIRE COMPANY** were included in the council agendas.

*The meeting **ADJOURNED** at 8:32 p.m. on a motion by David Harker, seconded by Durban Metzler. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily  
Borough Secretary